

## **2013-14 LEGISLATIVE SESSION**

### **ASSEMBLY REVENUE AND TAXATION COMMITTEE RULES**

April 1, 2013

Subject to the Joint Rules of the Senate and the Assembly, the Rules of the Assembly shall govern the conduct of all Committee meetings. Committees may adopt additional rules not in conflict with the Rules of the Assembly or the Joint Rules.

#### **BILL SETTING**

Following a bill's referral to the Committee, the bill will be set for hearing and the Committee secretary will inform the bill's author of the hearing date selected. Each bill is allowed a total of three "sets", and an author "pull" counts as one set.

#### **COMMITTEE BACKGROUND REQUESTS**

When a bill is referred to the Committee, the secretary shall forward to the author a background request to aid in the preparation of a Committee analysis. All Committee background requests shall be returned to the Committee at least ten calendar days before the hearing date. Failure to submit the requested information in a timely manner may result in the bill being continued to the next hearing scheduled by the Committee. If the bill has been published in the Assembly Daily File and is put over, this will count as an author pull and will also count as a set.

#### **ORDER OF HEARING BILLS AND OTHER COMMITTEE BUSINESS**

Bills shall be heard in author sign-in order. Bills authored by Committee members will be taken up after all other authors have been accommodated. The Chair may, in his discretion, hear bills out of order, or the Committee may refer a bill for interim study by a majority of those present and voting.

Legislative Counsel amendments must be submitted to Committee staff at least ten calendar days before the hearing date to allow adequate time to analyze the bill. Analyses will not be prepared on bills "as proposed to be amended".

Committee hearings will begin promptly at 1:30 p.m. on Mondays, in State Capitol Room 126, or as announced by the Chair prior to adjournment of session. If there is no quorum present by ten minutes after the scheduled or announced commencement time, the committee may adjourn at the Chair's discretion. If there is no author present 10 minutes after a quorum has been established, the Committee may adjourn, at the Chair's discretion, and a set count will be applied to all bills originally set for hearing. At the discretion of the Chair, a sub-committee of the whole committee may hear bills and recommend a "Do Pass" to the whole Committee once a quorum is present or at the next regularly scheduled committee meeting.

#### LIMITATIONS ON TESTIMONY

In order to ensure that all of the bills on the agenda have a fair and reasonable opportunity to be presented by the author and heard and discussed by the Committee, the Chair, at his/her discretion, may limit:

- 1) Duplicative testimony;
- 2) The number of witnesses appearing in support or opposition to a bill; or,
- 3) The time allotted to the presentation of testimony on a bill provided that both support and opposition receive equitable time for their presentation.

#### CONSENT CALENDAR

The Chair will, with concurrence from the Vice Chair, prepare a proposed consent calendar for each hearing for non-controversial bills with no significant costs. Any Committee member may remove a bill from consent or register a "no" vote with the secretary. (Please note that pursuant to Joint Rule 22.1, if a "no" vote is registered in Committee, the bill will not be placed on the consent calendar on the Floor.)

#### SUSPENSE FILE

Pursuant to usage and custom, any bill estimated to result in an annual revenue loss or gain of \$150,000 or more will be moved to the Suspense file of the Committee, without prejudice, for further consideration. Any amendments proposed by the author of a bill that is moved to the Suspense file must be submitted to the Committee in Legislative Counsel form at least ten calendar days prior to the Suspense file hearing date. Bills for which amendments are not timely submitted will not be considered for passage off the Suspense file.

At the discretion of the Chair, the Committee may elect not to move bills to the Suspense file during any Committee hearing held within three weeks of adjournment for Final Recess or under extraordinary circumstances as determined by the Chair.

#### VOTES IN COMMITTEE

A vote on a bill, other than a bill that qualifies for the Suspense file or is referred for interim study, will be in order after the author and support/opposition witnesses have been given the opportunity to be heard. Prior to the announcement of the vote, the Chair may place a bill on call.

Lifting the call and add-on votes will be done at the end of the hearing or at the discretion of the Chair, before adjournment.

#### VOLUNTARY CONTRIBUTION FUND (INCOME TAX CHECKOFF) POLICY

Bills that amend an existing or propose an additional voluntary contribution fund must comply with specifications set forth in the separately-stated Voluntary Contribution Fund (Income Tax Checkoff) Policy maintained by the Committee. (See Attached)